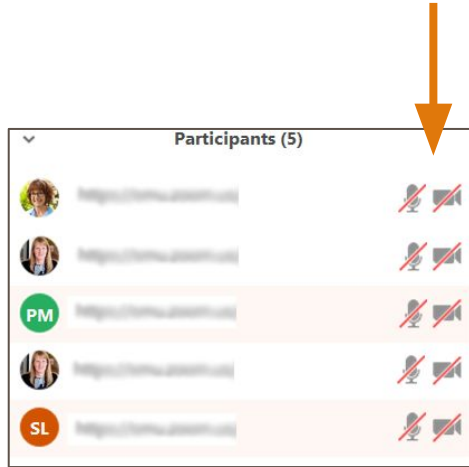


TS-EAS and Functions

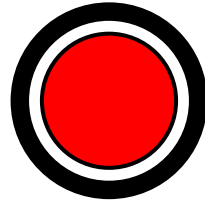
Call for Comments Open Session, 25 September 2024

Call-in numbers: <https://zoom.us/join>
Meeting ID: 879 0348 6043 (8 AM UTC) and 862 7087 9750 (4 PM UTC)

All lines are muted



Use chat for questions



This webinar is being recorded and
will be available on YouTube:

<https://www.youtube.com/user/saastaff>



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Technical Subcommittee on
Encoded Archival Standards

Be part of the creation of the Encoded Archival Context - Functions (EAC-F / EAF)

Call for Comments Open Session, 25 September 2024

Presenters

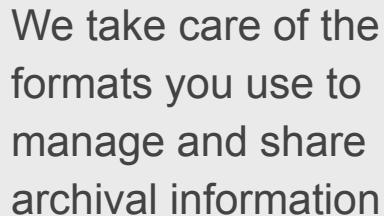
Karin Bredenberg, Kommunalförbundet Sydarkivera (SE), co-chair TS-EAS

Ypapanti Kytta, University of Nicosia, team member

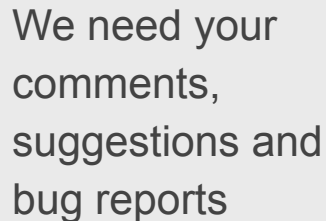
Elizabeth Russey-Roke, Emory University, team member

TS-EAS

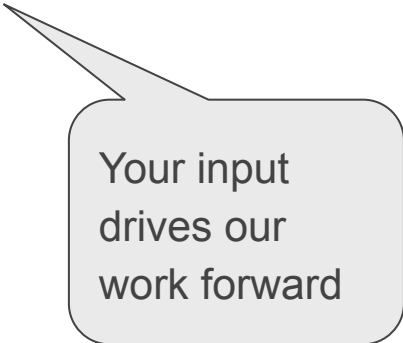
- Technical Subcommittee on Encoded Archival Standards at the Society of American Archivists (SAA)
- Background and work covered in this presentation:
 - <https://youtu.be/9NXNyx9py-I> (status of April 2020)

A light gray speech bubble with a black outline and a tail pointing towards the top right.

We take care of the
formats you use to
manage and share
archival information

A light gray speech bubble with a black outline and a tail pointing towards the top left.

We need your
comments,
suggestions and
bug reports

A light gray speech bubble with a black outline and a tail pointing towards the top left.

Your input
drives our
work forward

Where you can find more

TS EAS

<https://www2.archivists.org/groups/technical-subcommittee-on-encoded-archival-standards-ts-eas>



TS-EAS on GitHub

<https://github.com/SAA-SDT>



EAD publication

<http://www.loc.gov/ead/index.html>



EAC publication

<https://eac.staatsbibliothek-berlin.de/>




Our mailing list

EAD@LISTSERV.LOC.GOV

Reporting an issue via SAA

<https://www2.archivists.org/standards/TS-EAS-Report-an-issue>





Standards revision and creation

Annual rolling revision cycle for minor releases

(see more on GitHub:

<https://github.com/SAA-SDT/TS-EAS-subteam-notes/blob/master/rolling-revision-cycle.md>)

Evaluate standards for potential major revision every five years following guidelines by SAA's Standards Committee (see more:

<https://www2.archivists.org/governance/handbook/section7/groups/Standards/Development-and-Review>)

A note on RiC



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RiC and the EAS Standards

- RiC (Records in Context) [1.0 CM](#) was released in November 2023
- ICA (International Council of Archives) new standard for describing archives
- EAS standards will become a way of expressing RiC through XML
- Minor adoptions like linkage to vocabularies have been introduced already
- More adoptions to the EAS standards will be made when more parts of RiC is released
- **Remember:** The work with new versions of the EAS standards is following the revision cycles described earlier

Encoded Archival Context - Functions



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Basics



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EAC-F starting point

- Initial meeting in 2013
- During 2021-2024 a sub team of TS EAS have developed a suggestion with a White Paper and examples
- No webpage
- Current documentation:
<https://www2.archivists.org/groups/technical-subcommittee-on-encoded-archival-standards-ts-eas/call-for-comments-encoded-archival-standards-ts-eas>



What is EAC-F (EAF)?

- A description of the functions (processes) and activities that generate records and record groups
- Closely connected to EAD and EAC-CPF
- The third component for making EAS standards able to be RiC compatible
- Based upon the International Standard for Describing Functions (ISDF) published by ICA

Why?

The development of an XML standard to express archival functions is intended to expand the suite of encoded archival standards and provide a mechanism to standardize description of functions of corporate bodies. The proposed XML standard is based on ISDF and places great importance on the incorporation of established schemas like EAC-CPF and EAD, adherence to recognized ontologies and metadata models, and flexible options for defining functions in relation to other entities. These strategies ensure consistency, interoperability, and adaptability, to enhance the schema's usability and enable seamless integration with existing practices and systems



A look at functions in EAC-CPF

- Why not just use EAC-CPF?
- <https://eac.staatsbibliothek-berlin.de/schema/v2/eac.html#elem-function>

```
<function>
  <term>Estate ownership</term>

  <descriptiveNote>
    <p>Social, political, and cultural role typical of landed aristocracy in England. The first Viscount Campden amassed a large fortune in trade in London and purchased extensive estates, including Exton (Rutland), and Chipping Campden (Gloucestershire). The Barham Court (Kent) estate was the acquisition of the first Baron Barham, a successful admiral and naval administrator (First Lord of the Admiralty 1805).</p>
  </descriptiveNote>
</function>
```

- More is needed to get a full understanding of the process and activities resulting in records

ISDF



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ISDF Standard

- The ISDF standard was created in 2007 to normalize the description of archival functions such as business processes, activities, tasks, and transactions
- Functions relate creators to records (i.e. EAC to EAD) by specifying how creator activities create and result in records and record groups. As such, EAF compliments EAD and EAC and is a crucial step towards full archival description.
- <https://www.ica.org/resource/isdf-international-standard-for-describing-functions/>

Structure of ISDF 1(2)

As described in Chapter 4 of ISDF

4.4 The elements of description are organised into four information areas:

1. Identity Area
(where information is conveyed which uniquely identifies the function and which defines a standardized access point)
2. Context Area
(where information is conveyed about the nature and context of the function)
3. Relationships Area
(where relationships with other functions are recorded and described)
4. Control Area
(where the description of a function is uniquely identified and information is recorded on how, when and by which archival institution the description was created and maintained)

Structure of ISDF 2(2)

As described in Chapter 4 of ISDF

- 4.5 This standard also provides in Chapter 6 guidelines for linking descriptions of functions to authority records that describe records creators and to descriptions of archives. Note that a given description may be linked to as many authority records and/or descriptions of archives as required.

Structure of the proposed EAC-F

- The proposed schema follows the structure in ISDF
- It uses elements and attributes that are shared in the EAS standards
- The EAF subgroup is closely monitoring the current ongoing revision of EAD and changes to common elements and attributes will be part of the proposed standards

Control area

- Administrative and maintenance information for the description
- Follows the Control area in the EAS standards

▼ eaf	▼ control	@attributes
		> recordId
		> maintenanceAgency
		> maintenanceHistory
		> sources
		> otherRecordId
		> languageDeclaration
		> conventionDeclaration
		> localControl
		> localTypeDeclaration
		> rightsDeclaration
		> representation

Identity area

- All needed identification of the function/activity
- Follows the description of identities in EAC-CPF

▼ eaf	▶ control		
	▼ functions...	@attributes	
		▼ identity	@attributes
			▶ identityId
			▶ functionType
			▶ otherFunctionTypes
			▶ nameEntry
			▶ nameEntrySet
			▶ classifications
			▶ descriptiveNote

Context area

- Information about, purpose, history, legal framework and so on
- Follows the description of context in EAC-CPF

▼ eaf	▶ control
	▼ functions... @attributes
	▶ identity
	▼ description @attributes
	▶ functionDates
	▶ functionAgents
	▶ functionDescription
	▶ functionHistory
	▶ legislations
	▶ subfunctionDescriptions

Relationship area

- Information on how the function under description is related to other function documents. This includes the authorized form(s) of name of the related function, the type, and the category of the relationship to provide a hierarchical, temporal, or associative connection.
- Two ways
 1. Create a function description for each function and relate them by reusing the relationship elements of EAF.
 2. Create the main function description and incorporate all the related functions of any type as part of its description. (Think c's in EAD)

Way 1 using relations

<?xml	version="1.0" encoding="UTF-8"		
▼ eaf	> control		
	▼ functions...	@attributes	
		> identity	
		> description	
		▼ relations	@attributes
			> relation

Way 2 using nesting

▼ eaf	> control			
	▼ functions...	@attributes		
		> identity		
		▼ description	@attributes	
			> functionDates	
			> functionAgents	
			> functionDescription	
			> functionHistory	
			> legislations	
			▼ subfunctionDescriptions	▼ subfunction
				@attributes
				> identity
				> description
				subFunction

Relating functions to corporate bodies, archival materials and other resources

- Information on how the function is related to other entities
- Follows EAC-CPF and EAD relation area and encourages the use of external vocabularies to describe the relations

<?xml	version="1.0" encoding="UTF-8"		
▼ eaf	▶ control		
	▼ functions...	@attributes	
		▶ identity	
		▶ description	
		▼ relations	@attributes
			▶ relation

Examples



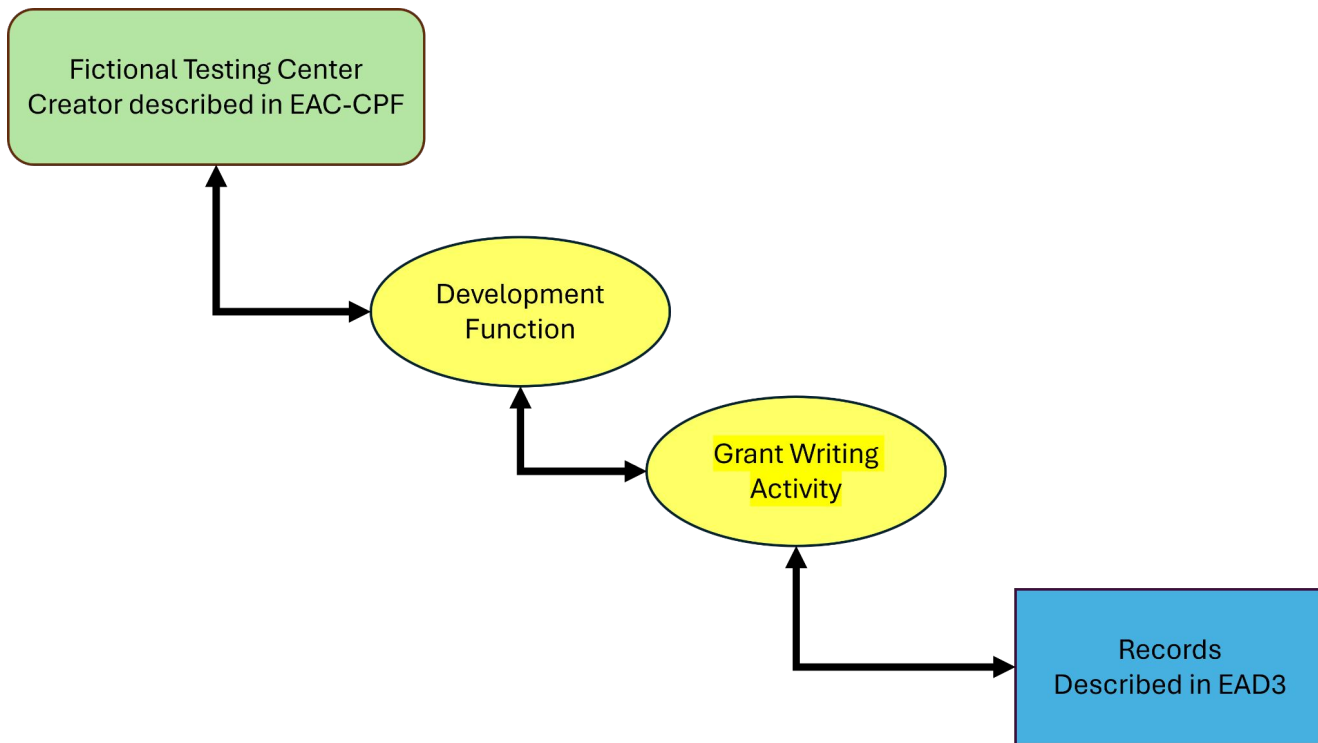
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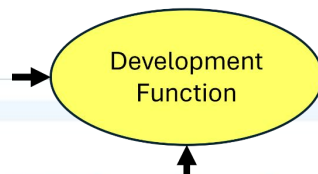
List of examples

1. Example EAF
 - One description per EAF, connected through relations
2. Example EAF with all the description in the file
 - Think EAD and C's
3. Example EAD
4. Example EAC-CPF
5. All proposed EAF elements and attributes

Illustrated example



1 Example EAF



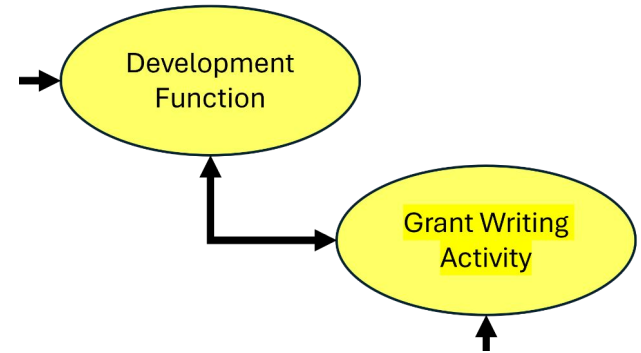
```
<?xml version="1.0" encoding="UTF-8"?>
<eaf>
  <control detailLevel="basic" [25 lines]
  <functionsDescription functionStatus="active">
    <identity>
      <identityID valueURI="http://vocab.getty.edu/page/aat/300055423">FunctionIdentityID</identityID>
      <functionType value="Function" valueURI="https://www.ica.org/standards/RiC/ontology#Activity" />
      <nameEntry><part>development</part></nameEntry>
    </identity>
    <description>
      <functionDates>
        <dateRange>
          <fromDate standardDate="1968">1968</fromDate>
          <toDate standardDate="1999">1999</toDate>
        </dateRange>
      </functionDates>
      <functionDescription>
        <p>The organization's mission is to create testing programs to improve t
          fictional stories and develop guidance for novels to improve Caldwell 99
        </functionDescription>
      <functionHistory>
        <p>Fictional Center and its function was started in 1969.</p>
      </functionHistory>
    </description>
  </functionsDescription>
  <relations>
    <relation>
      <targetEntity targetType="function" targetTypeURI="https://www.ica.org/s
      <relationType valueURI="https://www.ica.org/standards/RiC/RiC-O_1-0-1.ht
    </relation>
    <relation>
      <targetEntity targetType="agent" targetTypeURI="https://www.ica.org/s
      <relationType valueURI="https://www.ica.org/standards/RiC/ontology#
```



```
<?xml version="1.0" encoding="UTF-8"?>
<eaf>
  <control detailLevel="basic" [25 lines]
  <functionsDescription functionStatus="active">
    <identity>
      <identityID valueURI="http://vocab.getty.edu/page/aat/300055423">FunctionIdentityID</identityID>
      <functionType value="Activity" valueURI="https://www.ica.org/standards/RiC/ontology#Activity" />
      <nameEntry><part>grant writing</part></nameEntry>
    </identity>
    <description>
      <functionDates>
        <dateRange>
          <fromDate standardDate="1968">1968</fromDate>
          <toDate standardDate="1999">1999</toDate>
        </dateRange>
      </functionDates>
      <functionDescription>
        <p>The organization applied for grants to support its creation of guidance for novels to improve Caldwell 99 in the Universe
      </functionDescription>
      <functionHistory>
        <p>The activity was created at the same time as the center was established.</p>
      </functionHistory>
    </description>
  </functionsDescription>
  <relations>
    <relation>
      <targetEntity targetType="function" targetTypeURI="https://www.ica.org/standards/RiC/ontology#Activity" valueURI="Example Fu
      <relationType valueURI="https://www.ica.org/standards/RiC/RiC-O_1-0-1.html#isOrWasSubeventOf"/>
    </relation>
    <relation>
      <targetEntity targetType="agent" targetTypeURI="https://www.ica.org/standards/RiC/ontology#Agent" valueURI="Example EAC-C
      <relationType valueURI="https://www.ica.org/standards/RiC/ontology#isOrWasPerformedBy"/>
    </relation>
```


2 Example EAF with all the description in the file

```
<?xml version="1.0" encoding="UTF-8"?>
<rdf:
  <control detailLevel="extended" (44 lines)
  <functionsDescription>
    <identity>
      <functionType value="Function" valueURI="https://www.ica.org/standards/RIC/ontology#Activity" />
      <nameEntry><part>Publish and grant research funding</part></nameEntry>
    </identity>
    <description>
      <functionDates>
        <dateRange>
          <fromDate>2000-01-01</fromDate>
          <toDate status="ongoing"/>
        </dateRange>
      </functionDates>
      <functionDescription><p>Application preparation.</p></functionDescription>
      <functionHistory><p>Here is something else about the history.</p></functionHistory>
      <legislations>
        <legislation>
          <p>Following the legislation law</p>
        </legislation>
      </legislations>
      <subfunctionDescriptions>
        <subfunction id="subfunction1" sequence="1">
          <identity>
            <identityID valueURI="https://www.ica.org/standards/RIC/ontology#Activity">1.1</identityID>
            <functionType value="Function" valueURI="https://www.ica.org/standards/RIC/ontology#Activity"></functionType>
            <nameEntry>Application preparation</nameEntry>
          </identity>
          <description>
            <functionDescription>
              <p>Gather information about the financial support and how to do the publication of grants to apply for.
              Create drafts for grant text including how to apply and aiding text rules and rules around applying the grant.
              Confirm the call text.
              Publication and distribution of the call text.
              <reference href="link to related record for carrying out the work" linkRole="linkrole" linkTitle="Related record for details">Some related record</reference>
            </p>
            </functionDescription>
            <functionAgents><functionAgent>Some agency</functionAgent></functionAgents>
          </description>
        </subfunction>
        <subfunction id="subfunction2" maintenanceEventReference="event3" subfunctionStatus="removed" sequence="2">
          <identity>
            <identityID valueURI="https://www.ica.org/standards/RIC/ontology#Activity">1.1.1</identityID>
            <functionType value="Function" valueURI="https://www.ica.org/standards/RIC/ontology#Activity"></functionType>
            <nameEntry>1st evaluation and selection</nameEntry>
          </identity>
          <description>
            <functionDates>
```



2 Example EAF with all the description in the file

```
<relations>
  <relation>
    <targetEntity targetType="agent" targetTypeURI="https://www.ica.org/standards/RiC/ontology#Agent" valueURI="Example EAC-CPF.xml">
      <part>The Fictional Testing Center</part>
    </targetEntity>
    <relationType valueURI="https://www.ica.org/standards/RiC/ontology#isOrWasPerformedBy"/>
  </relation>
  <relation>
    <targetEntity targetType="resource" targetTypeURI="https://www.ica.org/standards/RiC/ontology#Resource" valueURI="Example EAD3.xml">
      The Fictional Testing Center records
    </targetEntity>
    <relationType valueURI="https://www.ica.org/standards/RiC/ontology#resultsOrResultedIn"/>
  </relation>
  <relation>
    <targetEntity targetType="resource" targetTypeURI="https://www.ica.org/standards/RiC/ontology#Resource" valueURI="Example EAD2002.xml">
      The Fictional Testing Center old records description
    </targetEntity>
    <relationType valueURI="https://www.ica.org/standards/RiC/ontology#resultsOrResultedIn"/>
  </relation>
</relations>
```

3. Example EAD



```
<?xml version="1.0" encoding="UTF-8"?>
<!-- Example EAD3 prepared by TS EAS describing the Fictional Testing Center for use in Functions example -->
<ead xmlns="http://ead3.archivists.org/schema/"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:schemaLocation="http://ead3.archivists.org/schema/ https://www.loc.gov/ead/ead3.xsd" audience="external">
  <control countryencoding="iso3166-1" [50 lines]
    <archdesc level="collection">
      <did>
        <unittitle>The Fictional Testing Center records</unittitle>
        <origination>
          <corpname>
            <part>The Fictional Testing Center</part>
          </corpname>
        </origination>
        <unitid>002</unitid>
        <physdescstructured coverage="whole" physdescstructuredtype="spaceoccupied">
          <quantity>1.5</quantity>
          <unittype>linear feet</unittype>
        </physdescstructured>
        <unitdate calendar="gregorian" [5 lines]
        <langmaterial>
          <language langcode="eng">English</language>
        </langmaterial>
        <repository>

      <relations>
        <relation relationtype="functionrelation" href="Example%20Process%20complex.xml">
          <relationentry>Thorough function description</relationentry>
        </relation>
        <relation relationtype="functionrelation" href="Example%20Function%20Description.xml">
          <relationentry>The description of the function grant writing</relationentry>
        </relation>
        <relation relationtype="cpfrelation" href="Example%20EAC-CPF.xml">
          <relationentry>The Fictional Testing Center</relationentry>
        </relation>
        <relation relationtype="resourcerelement" href="Example%20EAD2002.xml">
          <relationentry>The Fictional Testing Center old records description</relationentry>
        </relation>
      </relations>
    </archdesc>
  </control>
</ead>
```

4. Example EAC-CPF

Fictional Testing Center
Creator described in EAC-CPF



```
<cpfDescription>
  <identity>
    <entityType value="corporateBody"/>
    <nameEntry scriptOfElement="Latn" languageOfElement="eng" status="authorized">
      <part localType="primary_name" languageOfElement="eng">Fictional Testing Center</part>
    </nameEntry>
    <nameEntry status="authorized">
      <part localType="primary_name" languageOfElement="swe">Det påhittade testcentret</part>
    </nameEntry>
  </identity>
  <description>
    <!-- Textual description of the function preformed -->
    <functions>
      <function valueURI="link">
        <term>Grant provider</term>
        <descriptiveNote>
          <p>The organization's mission is to create testing programs to improve fictional stories and develop guidance for novels to improve C&
        </descriptiveNote>
      </function>
    </functions>
  </description>
  <!-- Link to the Functions description made through creating an eaf document -->
  <relations>
```

```

    <relations>
      <relation>
        <targetEntity targetType="function" valueURI="Example Function Description.xml" >
          <part>Function description</part>
        </targetEntity>
        <relationType valueURI="https://www.ica.org/standards/RiC/RiC-O_v0-2.html#performsOrPerformed"/>
      </relation>
      <relation>
        <targetEntity targetType="function" valueURI="Example%20Process%20complex.xml" >
          <part>Thorough Function description</part>
        </targetEntity>
        <relationType valueURI="https://www.ica.org/standards/RiC/RiC-O_v0-2.html#performsOrPerformed"/>
      </relation>
      <relation>
        <targetEntity targetType="resource" valueURI="Example EAD3(Swedish process).xml">
          <part>The Fictional Testing Center records</part>
        </targetEntity>
        <relationType valueURI="https://www.ica.org/standards/RiC/ontology#resultsOrResultedIn"></relationType>
      </relation>
      <relation>
        <targetEntity targetType="resource" valueURI="Example%20EAD2002.xml">
          <part>The Fictional Testing Center old records description</part>
        </targetEntity>
        <relationType valueURI="https://www.ica.org/standards/RiC/ontology#resultsOrResultedIn"></relationType>
      </relation>
    </relations>
```

5. All proposed EAF elements and attributes

```
<?xml version="1.0" encoding="UTF-8"?>
<eaf>
  <!-- Control area -->
  <!-- 1.1.1 -->
  <control audience="external/internal" id="elementID" target="internalReferenceID" base="http://www.oxygenxml.com/" languageOfElement="languageOfElement"
    scriptOfElement="scriptOfElement" languageEncoding="iso639-1/iso639-2b/iso639-3/ietf-bcp-47/otherLanguageEncoding" scriptEncoding="iso15924/otherScriptEncoding" dateEnc
countryEncoding="iso3166-1/otherCountryEncoding" repositoryEncoding="iso15511/otherRepositoryEncoding" detailLevel="minimal/basic/extended" maintenanceStatus="cancelled/
publicationStatus="approved/inProcess/published">
    <!-- 1.1.1 -->
    <recordid audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement">recordId</rec
    <!-- 1.1.1 -->
    <maintenanceAgency audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
countryCode="countryCode" vocabularySource="vocabularySource" vocabularySourceURI="http://www.oxygenxml.com/"
valueURI="http://www.oxygenxml.com/">
    <!-- 0.1.1 -->
    <agencyCode audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
status="alternative/authorized" vocabularySource="vocabularySource" vocabularySourceURI="http://www.oxygenxml.com/"
valueURI="http://www.oxygenxml.com/">agencyCode
    </agencyCode>
    <!-- 0.1.n -->
    <agencyName audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
vocabularySource="vocabularySource" vocabularySourceURI="http://www.oxygenxml.com/"
valueURI="http://www.oxygenxml.com/">agencyName
    </agencyName>
    <!-- 0.1.n -->
    <otherAgencyCode audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
localType="localTypeValue" localTypeDeclarationReference="localTypeDeclarationReferenceID" status="alternative/authorized" vocabularySource="vocabularySource"
vocabularySourceURI="http://www.oxygenxml.com/" valueURI="http://www.oxygenxml.com/">other agency code
    </otherAgencyCode>
    <!-- 0.1.1 -->
    <descriptiveNote audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
maintenanceEventReference="maintenanceEventReferenceID" sourceReference="sourceReferenceID" conventionDeclarationReference="conventionDeclarationReferenceID"
    <!-- 1.1.n -->
    <p audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
maintenanceEventReference="maintenanceEventReferenceID" sourceReference="sourceReferenceID" conventionDeclarationReference="conventionDeclarationReferenceID"
    <!-- 0.1.n -->
    <span audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
localType="localTypeValue" localTypeDeclarationReference="localTypeDeclarationReferenceID" maintenanceEventReference="maintenanceEventReferenceID"
sourceReference="sourceReferenceID" conventionDeclarationReference="conventionDeclarationReferenceID" style="style">text
    </span>
    <!-- 0.1.n -->
    <reference audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
maintenanceEventReference="maintenanceEventReferenceID" sourceReference="sourceReferenceID" conventionDeclarationReference="conventionDeclarationReferenceID"
href="http://www.oxygenxml.com/" linkRole="linkRole" linkTitle="linkTitle">reference
    <!-- 0.1.n -->
    <span audience="external/internal" id="elementID" target="internalReferenceID" languageOfElement="languageOfElement" scriptOfElement="scriptOfElement"
localType="localTypeValue" localTypeDeclarationReference="localTypeDeclarationReferenceID" maintenanceEventReference="maintenanceEventReferenceID"
    </span>
  </control>
</eaf>
```

Goal



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Purpose of Call for Comments

- Soliciting use cases and feedback on this proposal so we can determine the feasibility and desire for a new complementary standard to EAD and EAC-CPF
 - Yes
 - Schema and Tag Library will be created
 - No
 - The White paper and example is free to use

Extension of Call for Comments

To give you some extra time to respond!

20
October



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Questions?



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Technical Subcommittee on
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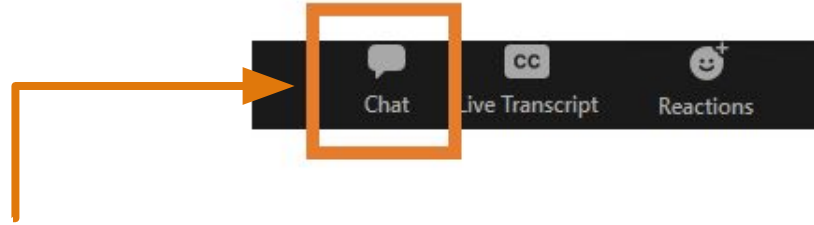
Please respond to the Call for Comments!

<https://forms.gle/KRUtrASBfyb7umZP7>



SOCIETY OF
American
Archivists

Technical Subcommittee on
Encoded Archival Standards



Use **chat** for questions

**Thanks very much for your attention
and your questions / comments!**

The recording will be found on SAA's YouTube channel

